

BELMONT PLANNING COMMISSION

ACTION MINUTES

TUESDAY, MARCH 21, 2006 7:00 PM

**VC Horton called the meeting to order at 7:00 pm.,
at One Twin Pines Lane, City Hall Council Chambers.**

1. ROLL CALL

Commissioners Present: Horton, McKenzie, Mercer, Wozniak

Commissioners Absent: Parsons

Staff Present: Community Development Director de Melo (CDD), City Attorney Zafferano,
(CA), Recording Secretary Flores (RS), Associate Planner Walker (AP),
Zoning Tech Gill (ZT)

2. AGENDA AMENDMENTS - None

3. COMMUNITY FORUM (Public Comments)

Rick Frautschi, resident, requested that the Planning Commission consider attaching all future staff reports to the on-line version of the meeting agenda.

4. CONSENT CALENDAR

4A. Action Minutes of: 2/7/06 and 2/21/06

MOTION: By C Wozniak, seconded by C McKenzie, to accept the Action Minutes of February 7, 2006 and February 21, 2006 as presented.

Ayes: Wozniak, Horton

Noes: None

Absent: Parsons

Abstain: McKenzie, Mercer

Motion Passed: 2/0/1/2

5. OLD BUSINESS

5A. Final Landscape Plan – 2837 San Juan Boulevard

CDD de Melo summarized staff report recommending approval.

Steve Simpson, Architect, was in attendance to respond to questions.

MOTION: By C Wozniak, seconded by C Mercer, to adopt a Resolution approving a Final Landscape Plan for 2837 San Juan Boulevard. (Appl. No. 2004-0054)

Ayes: Wozniak, Mercer, McKenzie, Horton

Noes: None

Absent: Parsons

Motion Passed: 4/0/1

5B. Code Enforcement update on Charles Armstrong School – 1405 Solana Drive (Verbal Update)

CDD de Melo commented that discussions are continuing towards the revocation hearing April 18.

6. PUBLIC HEARING:

6A. PUBLIC HEARING – 2207 Coronet Boulevard

To consider a Single Family Design Review proposal to construct a 761 square foot addition to the existing 1,621 square foot single-family residence, which includes an existing 396 square foot detached garage on site for a total of 2,778 square feet that is below the zoning district permitted 3,500 square feet for this property.

(Appl. No. 2005-0074)

APN: 044-043-330; Zoned: R-1B (Single Family Residential)

CEQA Status: Categorical Exemption per Section 15301

Applicant: Mark English

Owner: Amy Wong

ZT Gill summarized the staff report, recommending approval.

Mark English, Architect, was in attendance to respond to questions.

MOTION: By C Wozniak, seconded by C Mercer to close the public hearing.

Motion passed by 4 ayes.

MOTION: By C Wozniak, seconded by C McKenzie, to adopt a Resolution approving a Single Family Design Review for 2207 Coronet Boulevard. (Appl. No. 2005-0074)

with addition of Final Landscape Plan and retaining wall plan.

Ayes: Wozniak, McKenzie, Mercer, Horton

Noes: None

Absent: Parsons

Motion Passed: 4/0/1

This item may be appealed to City Council within 10 calendar days.

6B. PUBLIC HEARING – 2828 San Juan Boulevard

To consider a Single Family Design Review proposal to construct a new 3,497 square foot single-family residence that is below the zoning district permitted 3,500 square feet for this site.

(Appl. No. 2005-0070)

APN: 043-321-160; Zoned: R-1B (Single Family Residential)

CEQA Status: Recommended Categorical Exemption per Section 15303

Applicant/Owners: Ushir and Rina Shah

AP Walker summarized the staff report, recommending approval.

Rina Shah, Applicant/Owner, was in attendance to respond to questions.

Kay Forman, neighborhood resident, expressed concerns about heritage oak next to their property. One-third of oak tree fell off recently. Is tree diseased? Additionally, she expressed concern regarding drainage and a stable hillside to prevent slippage.

Jerry Chapman, neighborhood resident, expressed concerns regarding off-street parking pavement surface. Additionally, expressed concerns wanting heritage oak tree removed.

**MOTION: By C Wozniak, seconded by C McKenzie, to close the public hearing.
Motion passed by 4 ayes.**

**MOTION: By C Wozniak, seconded by C Mercer, to adopt a Resolution denying a
Single Family Design Review for 2828 San Juan Boulevard (Appl. No. 2005-
0070)
based on Finding B (that the overall site plan achieves balance).**

Ayes: Wozniak, Mercer

Noes: McKenzie, Horton

Absent: Parsons

Motion failed: 2/2/1

**MOTION: By C McKenzie, seconded by VC Horton, to adopt a Resolution approving a
Single Family Design Review for 2828 San Juan Boulevard. (Appl. No. 2005-
0070)**

**Plan, with revised Conditions of Approval, Final Landscape Plan, Retaining Wall
and Hard Scape Plan.**

**Ayes: McKenzie, Horton, Mercer,
Noes: Wozniak
Absent: Parsons**

Motion Passed: 3/1/1

This item may be appealed to City Council within 10 calendar days.

6C. PUBLIC HEARING – 2803 Ponce Avenue

To consider a Single Family Design Review proposal to construct a 1,674 square foot addition to the existing 1,442 square foot single-family residence, resulting in a total of 3,116 square feet that is below the zoning district permitted 3,500 square feet for this site.

(Appl. No. 2005-0069)

APN: 043-290-350, Zoned: R1-B (Single Family Residential)

CEQA Status: Categorical Exemption per Section 15301

Applicant/Owner: Dawn Marie Hurley

CDD de Melo summarized the staff report, recommending approval.

Dawn Marie Hurley, Applicant/Owner, was in attendance to respond to questions.

Paul Kerrigan, neighborhood resident, expressed concerns about the height of the roof top due to a privacy issue.

**MOTION: By C Wozniak, seconded by C Mercer, to close the public hearing.
Motion passed by 4 ayes.**

MOTION: By C Wozniak, seconded by C McKenzie, to adopt a Resolution approving a Single Family Design Review for 2803 Ponce Avenue (Appl. No. 2005-0069) with Conditions of Approval and Final Landscape Plan (native species trees, shrubs, and ground cover).

**Ayes: Wozniak, McKenzie, Mercer, Horton
Noes: None
Absent: Parsons**

Motion passed: 4/0/1

This item may be appealed to City Council within 10 calendar days.

3. RE-OPEN COMMUNITY FORUM

Debbie Norton, regarding the new pathway on Notre Dame Avenue next to Notre Dame High School, was told by Rita Gleason and John Clardy at a Neighborhood Meeting with NDHS that this pathway was on school property and not for public use. Thanks, to Carlos de Melo for clarifying this matter and getting the signs taken down. This pathway is for public use.

Rick Frautschi, neighborhood resident, remembers that “yes”, the school agreed to put in the pathway for the neighbors. He asked the Planning Commission to look at the Conditional Use Permit conditions of approval for the elementary school.

CDD de Melo commented that some solutions currently are in the works regarding the parking at BarrettCommunity Center.

7. NEW BUSINESS

7A. Priority Calendar – Spring Review 2006 – Balloting Recommendations

CDD de Melo summarized the staff report. The Planning Commissioners voted on 16 issues to forward to the City Council for new projects.

8. REPORTS, STUDIES, UPDATES, AND COMMENTS

8A. AB1234 – Ethics Training – Elected/Appointed Officials

CDD de Melo shared that an Ethics Training class is scheduled for April 6th in Millbrae.

C Wozniak commented that Avanti has started to do their landscaping.

CDD de Melo commented that the owner/applicant of Wendy’s has requested until April 15 to submit a revised landscaping plan.

CDD de Melo is continuing to work with Chuck's Donuts regarding the trees that were chopped down.

VC Horton commented about a boat parked on Lyall Way above Merry Moppett School.

C Wozniak commented on roofers blocking Coronet Boulevard.

7A. Results of Top 7 Priority Calendar Vote:

- 1. Residential Design Guidelines**
- 2. General Plan Update**
- 3. Redefine Building Height**
- 4. Hardscape & Lot Coverage Stds./Requirements**
- 5. Down Town Specific Plan Revision**
- 6. Commercial Zoning – Uses**
- 7. Revision of Zoning Ordinance Definitions**

9. ADJOURNMENT:

The meeting was adjourned at 9:31 p.m. to a regular meeting on Tuesday, February 21, 2006, at 7:00 pm at Belmont City Hall.

Carlos de Melo

Planning Commission Secretary

*CD's of Planning Commission Meetings are available in the
Community Development Department.*

Please call (650) 595-7416 to schedule an appointment.